



DEPARTMENT OF COMMUNITY SERVICES
PLANNING DIVISION
TOWN OF WEST HARTFORD
50 SOUTH MAIN STREET
WEST HARTFORD, CT 06107-2431
TEL: (860) 561-7555 FAX: (860) 561-7504
www.westhartford.org

PERMIT APPLICATION FOR: (check one of the following)

☐ Lot Split ☒ Special Use Permit ☐ Site Plan
☐ Lot Line Revisions ☐ Subdivision ☐ Building Line

File # 12.86 Application Fee \$350 Surcharge Fee \$60 Date Received 12.18.15

Street Address 1678 Asylum Ave

Lot or Parcel # 1678 Acreage/Lot Area 88.48 Zone R-10

Applicant's Interest in Property

Brief Description of Proposed Activity: Installation of a temporary, practice soccer field in the northeastern portion of the property along Albany Ave, including the construction of a fence.

The undersigned warrants the truth of all statements contained herein and in all supporting documents to the best of his/her knowledge and belief. Furthermore, the applicant agrees that submission of this document constitutes permission and consent to Commission and Staff inspections of the site. *Note: Notice is hereby given the Connecticut Department of Public Health must be notified by applicants for any project located within a public water supply aquifer protection area or watershed area. (CTDPH website at <http://www.dph.state.ct.us>)*

University of Saint Joseph
Record Owner's Name

Bill Carone
Applicant's Name

1678 Asylum Ave
Street

1678 Asylum Ave
Street

West Hartford CT 06117
City State Zip

West Hartford CT 06117
City State Zip

860-232-4571
Telephone #

203-815-9274
Telephone #

Contact Person:

Bill Carone
Name

[Signature]
Applicant's Signature BILL HAWKINS, CONTROLLER

1678 Asylum Ave
Street

Signature of Owner/Authorized Agent

West Hartford CT 06117
City State Zip

203-815-9274
Telephone #

Wcarone@usj.edu
E-Mail

FACILITIES GROUNDS
MANAGER

U: sd/TPZ/Templates/PermitApplication_Aug2011



PROJECT NARRATIVE
University of St. Joseph
1678 Asylum Avenue
Practice Soccer Field

The proposed project consists of the construction of a temporary practice soccer field for the exclusive use of the University of St. Joseph within an existing grass field on the University of St. Joseph campus, along Albany Avenue and adjacent to the Saint Mary Home. The field will be used in daylight hours, approximately 8 AM to 8 PM and no lighting of the field is proposed. The intent is that the proposed field will allow continued use by the athletic teams during upgrades to the current field within the track in the future. The field is anticipated to be used in this capacity for at least two years. Accessory to the field, moveable benches on gravel pads are proposed as well as black vinyl chainlink fence along three sides (north, south and east). Swales to the north, south and east will help minimize stormwater runoff draining across the field. The field has been graded to minimize earthwork activities while still meeting minimum standards of soccer fields.



**DEPARTMENT OF
COMMUNITY SERVICES**

March 4, 2016

University of Saint Joseph
Attn: Bill Carone, Facilities Grounds Manager
1678 Asylum Avenue
West Hartford, CT 06117

**Subject: 1678 Asylum Avenue – University of Saint Joseph
Special Use Permit Application #1286 – Temporary Soccer Fields
Final Staff Comments**

Dear Mr. Carone:

The Planning Division received the above-referenced revised plans and narrative response to previous staff comments. Based on a review of the revised information, staff notes that all planning and zoning aspects of the application have been satisfactory addressed.

If you have any questions please contact me at 860.561.7556.

Best Regards,


Todd Dumais
Town Planner

C: Mark McGovern, Director of Community Services
Subject File

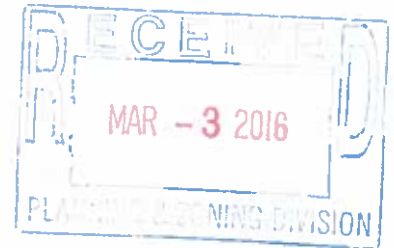
Shared/SUPcomments/AsylumAvenue1678_SUP1286_UofSaintJoseph_TempSoccer_Final



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03 March 2016

Todd Dumas
Town Planner
Town of West Hartford
50 South Main Street
West Hartford, CT 06107



**RE: Response to Comments
Special Use Permit Application #1286
Practice Soccer Field
University of Saint Joseph
Langan Project No.: 140135201**

Dear Todd:

Below please find Langan's responses (in ***bold italics***) to the comments we received in the 25 February 2016 letter from you regarding Special Use Permit Application #1286 for the proposed practice soccer field at the University of Saint Joseph.

1. The detail of the proposed athletic netting should be included on the site details sheet and location shown on the site plan. Please note that the athletic net height shall be limited to a maximum of 15 feet:

Sheet C300 Site Details was updated to include Detail 7: Athletic Netting. The detail indicates a maximum height of 15 feet. Sheet C100 Site & Grading Plan was updated to indicate the location of the athletic netting along Albany Avenue.

2. Was any neighborhood/community outreach conducted? If so, please provide a summary report.

See attached documentation regarding the community outreach performed by the University.

Sincerely,
Langan CT, Inc.

Kathryn Lynch, PE, LEED AP
Project Engineer

Christopher Cardano, PE, LEED AP
Principal/Vice President

Enclosures: C100 Site & Grading Plan, C300 Site Details

cc: William Carone & Shawn Harrison – USJ

\\langan.com\data\WHV\data\2\140135201\Office Data\Correspondence\Dumas 002L.docx

March 2, 2016



Mr. Todd Dumais

Town Planner

Town of West Hartford

50 South Main Street, Room 214

West Hartford, CT 06107

Dear Mr. Dumais:

I am writing to describe the efforts undertaken by the University of Saint Joseph to keep our immediate neighbors informed of our plans to undertake two new projects on our main campus.

On February 12, 2016 we received a list of addresses for neighbors within 300 feet of the main campus. We sent a letter and a map showing each of the projects parameters to those neighbors (see Attachment A) to inform them of our plans and to invite them to an informational meeting on February 18, 2016. I also provided my contact information so that they could contact me directly with any questions. Additionally, we were in direct contact with Mr. William Fiocchetta, President and CEO of the Mercy Community regarding our plans for the two new projects on our main campus.

On February 18, 2016, we held the meeting for neighbors from 7:00 – 8:00 p.m., but none of our neighbors attended. The minutes are Attachment B. We have not received any written requests or other requests from neighbors based on our communications.

Additionally, signs noting the pending zoning hearing have been posted on our property.

Should you need any additional information about our efforts, please feel free to contact me at 860-231-5220 or via email at sharrington@usj.edu.

Thank you for your consideration.

Sincerely,

Shawn M. Harrington

Senior Vice President for Finance and Strategy

Direct Abutters - University of St. Joseph



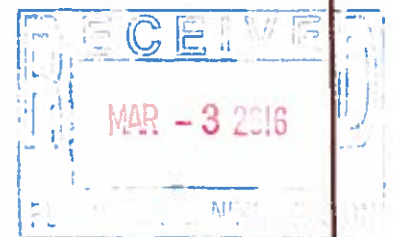
Property Information

Property ID 0181 2 1678 0001
Location 1678 ASYLUM AVENUE
Owner UNIVERSITY OF SAINT JOSEPH

MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT

Town of West Hartford, CT makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated 5/22/2015
Properties updated Daily



MIELNICZUK MARY ANN
or Current Property Owner
1729 ASYLUM AVENUE
WEST HARTFORD, CT 06107

CHRISTENSEN BURTON H + MARY B
or Current Property Owner
30 WILTSHIRE LANE
WEST HARTFORD, CT 06117

PRETASHI PJETER + FLORA
or Current Property Owner
1713 ASYLUM AVENUE
W HARTFORD, CT 06117

DELEO DONALD
or Current Property Owner
2185 ALBANY AVENUE
WEST HARTFORD, CT 06117

LEU TUAN M + TUYET A HOANG
or Current Property Owner
15 LAWLER ROAD
WEST HARTFORD, CT 06117

ST MARYS HOME INCORPORATED
or Current Property Owner
2021 ALBANY AVENUE
W HARTFORD, CT 06117

MCGURK ERIN K
or Current Property Owner
1741 ASYLUM AVENUE
WEST HARTFORD, CT 06117

EUDY, RENA
or Current Property Owner
C/ O CHADWICK B WHITE 36 LANCASTER
ROAD #3
WEST HARTFORD, CT 06119

GELB, SALLY
or Current Property Owner
3 SEQUIN ROAD
WEST HARTFORD, CT 06117

GOMBY GARY A + JUDY L
or Current Property Owner
3 LAWLER ROAD
WEST HARTFORD, CT 06117

WHALEN SYLVIA S
or Current Property Owner
1715 ASYLUM AVENUE
WEST HARTFORD, CT 06117

GOLBFARB JOSHUA + ERIN
or Current Property Owner
3 PILGRIM ROAD
W HARTFORD, CT 06117

WOODS CORBIN TAYLOE BEALE PIERSON +
STEP
or Current Property Owner
31 LAWLER RD
W HARTFORD, CT 06117

BIANCALANI ARTHUR U + STEPHANIE
or Current Property Owner
C/ O KAREN BURNS ADM 26 BIRDIE LANE
EAST HARTFORD, CT 06108

HANSEN SUSAN FORBES
or Current Property Owner
36 WILTSHIRE LANE
WEST HARTFORD, CT 06106

SKALA DANIEL W
or Current Property Owner
40 WILTSHIRE LANE
W HARTFORD, CT 06117

KIANG LI- DU + YUN
or Current Property Owner
29 LAWLER ROAD
W HARTFORD, CT 06117

JACOBS ROBYN
or Current Property Owner
2 NORWOOD ROAD
WEST HARTFORD, CT 06117

UNIVERSITY OF SAINT JOSEPH
or Current Property Owner
ADMINISTRATIVE OFFICE 1687 ASYLUM
AVENUE
WEST HARTFORD, CT 06117

OTTANI STACY A
or Current Property Owner
1733 ASYLUM AVENUE
W HARTFORD, CT 06117

CHANG ERIC + ELISE Z
or Current Property Owner
11 BUCKINGHAM LANE
WEST HARTFORD, CT 06117

KURSMAN ANDREW S + DEBORAH L
or Current Property Owner
3 NORWOOD ROAD
WEST HARTFORD, CT 06117

BRENEMAN RYAN C
or Current Property Owner
26 WILTSHIRE LANE
WEST HARTFORD, CT 06117

MCAULEY CENTER INCORPORATED
or Current Property Owner
249 STEELE ROAD
WEST HARTFORD, CT 06107

SETTLE JOHN C + ANNA N
or Current Property Owner
17 LAWLER ROAD
WEST HARTFORD, CT 06117

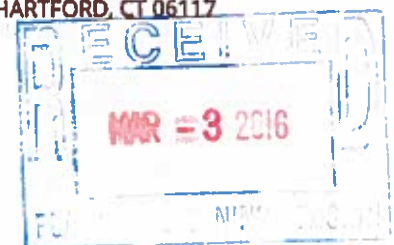
DAVIDSON ELLINOR W
or Current Property Owner
28 WILTSHIRE LANE
WEST HARTFORD, CT 06117

RADOMSKI DAVID H + JANET S
or Current Property Owner
260 PENN DRIVE
WEST HARTFORD, CT 06119

PAREKH AKUR P + NEHA D + PATEL DILIP M
or Current Property Owner
15 BUCKINGHAM LANE
WEST HARTFORD, CT 06117

STEELE ROAD LLC
or Current Property Owner
C/ O THE METRO REALY GROUP LTD 6
EXECUTIVE DRIVE STE 100
FARMINGTON, CT 06032

WILLEN SARAH S + WOGENSTEIN SEBASTI
or Current Property Owner
4 PILGRIM ROAD
WEST HARTFORD, CT 06117



TU CHAM K + VAN T HOANG
or Current Property Owner
11 LAWLER ROAD
WEST HARTFORD, CT 06117

OKEEFE JAMES P + EDWARD C FAITELLA
or Current Property Owner
264 GRISWOLD DRIVE
WEST HARTFORD, CT 06107

SAINT JOSEPH COLLEGE
or Current Property Owner
1678 ASYLUM AVENUE
WEST HARTFORD, CT 06117

BEAUDRY DENISE H
or Current Property Owner
1719 ASYLUM AVE
WEST HARTFORD, CT 06117

SALERNO EDWARD + MARY
or Current Property Owner
1699 ASYLUM AVENUE
WEST HARTFORD, CT 06117

IPACS KATHLEEN
or Current Property Owner
1677 ASYLUM AVENUE
WEST HARTFORD, CT 06119

HEGARTY JOHN M + MARITZA VELASQUEZ
or Current Property Owner
23 LAWLER ROAD
WEST HARTFORD, CT 06117

GREEN MARGARET E
or Current Property Owner
10 WILTSHIRE LANE
WEST HARTFORD, CT 06117

FAZIO GILBERT W SR
or Current Property Owner
20 WILTSHIRE LANE
WEST HARTFORD, CT 06117

WALSH MAUREEN A
or Current Property Owner
1717 ASYLUM AVE
WEST HARTFORD, CT 06117

LACHANCE MICHAEL + TROPEA JOSEPH
or Current Property Owner
PO BOX 1182
WEST HARTFORD, CT 06117

KLUE RUTH ANNE
or Current Property Owner
1669 ASYLUM AVENUE
WEST HARTFORD, CT 06117

LINDAUER ROBERT H JR + PETTIJOHN
BARBARA ANN
or Current Property Owner
9 LAWLER ROAD
WEST HARTFORD, CT 06117

ARI IDDO BEN + NAOMI NEVO
or Current Property Owner
263 GRISWOLD DRIVE
W HARTFORD, CT 06119

LONG GEORGE
or Current Property Owner
19 LAWLER ROAD
WEST HARTFORD, CT 06117

BACHAND CAROLINE J
or Current Property Owner
1675 ASYLUM AVENUE
WEST HARTFORD, CT 06117

PRINDLE MICHAEL E + PATRICIA C
or Current Property Owner
32 WILTSHIRE LANE
WEST HARTFORD, CT 06117

HUGILL CHRISTOPHER G + DANIELLE
or Current Property Owner
22 WILTSHIRE LANE
W HARTFORD, CT 06119

SPEERS JUSTIN + ESPOSITO NICOLE
or Current Property Owner
1681 ASYLUM AVENUE
WEST HARTFORD, CT 06117

PINNIX MECKLA B
or Current Property Owner
1671 ASYLUM AVENUE
WEST HARTFORD, CT 06117

GOLDBERG RODNEY
or Current Property Owner
PO BOX 671
COLCHESTER, CT 06415

HUSBAND CHRISTOPHER J + KATHERINE R
or Current Property Owner
1701 ASYLUM AVENUE
WEST HARTFORD, CT 06117

TOWN OF WEST HARTFORD
or Current Property Owner
50 SOUTH MAIN STREET
WEST HARTFORD, CT 06117

MURRAY WILLIAM
or Current Property Owner
1693 ASYLUM AVENUE
W HARTFORD, CT 06117

MCGUINESS RITA A
or Current Property Owner
2 MIAMIS ROAD
WEST HARTFORD, CT 06117

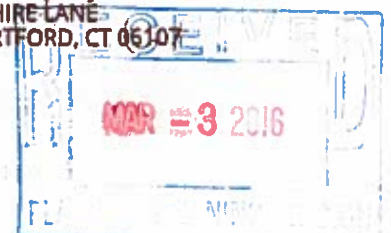
LIU C MINGYI LIVING TRUST LIU, MINGYI C TR
or Current Property Owner
1735 ASYLUM AVENUE
WEST HARTFORD, CT 06117

DIAMOND STANLEY + BETH
or Current Property Owner
5 LAWLER ROAD
WEST HARTFORD, CT 06117

GREATER HTFD ASSN FOR RETARDED
CITIZENS
or Current Property Owner
900 ASYLUM AVENUE
HARTFORD, CT 06105-1985

MASSE JANE M
or Current Property Owner
1703 ASYLUM AVENUE
WEST HARTFORD, CT 06117

APPLEBAUM ERIC J + BRESLIN- APPLEBAUM
TARA H + BRESLIN- APPLEB
or Current Property Owner
14 WILTSHIRE LANE
WEST HARTFORD, CT 06107



HAROVAS JOAN
or Current Property Owner
407 AUBURN ROAD
W HARTFORD, CT 06119

NOLAN THERESA
or Current Property Owner
1691 ASYLUM AVENUE
WEST HARTFORD, CT 06117

KRAWCZYK BARTLOMIEJ + JENNY
or Current Property Owner
3 BRAINARD ROAD
W HARTFORD, CT 06117

STATE OF CONNECTICUT UNIVERSITY OF
CONNECTICUT
or Current Property Owner
1800 ASYLUM AVENUE
WEST HARTFORD, CT 06117

GERSHON ABNER S + JULIE S
or Current Property Owner
19 BUCKINGHAM LANE
WEST HARTFORD, CT 06119

LIBBY HARRY S + JOAN G
or Current Property Owner
2 WILTSHIRE LANE
WEST HARTFORD, CT 06117

PEARSON MARILYN G
or Current Property Owner
2 BRAINARD ROAD
WEST HARTFORD, CT 06117

ROST, ALLEN V ROST, LUCY A
or Current Property Owner
24 WILTSHIRE LANE
WEST HARTFORD, CT 06117

TULCHINSKY CLARISSE
or Current Property Owner
28 BUCKINGHAM LANE
WEST HARTFORD, CT 06117

UNIVERSITY OF SAINT JOSEPH
or Current Property Owner
ADMINISTRATIVE OFFICE 1687 ASYLUM
AVENUE
WEST HARTFORD, CT 06117



February 12, 2016

Dear Neighbor:

The University of Saint Joseph has plans to undertake two new projects on our campus. The first is a renovation of Lourdes Hall, one of the buildings in the center of our campus, to house our new Physician Assistant program. We are very excited about the potential for this new program, which will build from USJ's strengths in educating healthcare providers. The plan for Lourdes Hall provides for renovation of approximately 6330 sq ft space on the first floor of the building and construction of a one-story 4,760 sf addition to the east side of the building. Existing office and classroom space will be renovated to create updated and accessible instructional, office and support spaces. The new addition will house a new classroom and a new Physician Assistant Lab.

The second project is the installation of a temporary practice field for our athletic programs (including soccer, lacrosse, and field hockey teams). The temporary field will provide USJ athletic teams with an alternate practice site and serve as an alternate location during maintenance and upgrades to the existing athletic field bordered by the track on the main campus. The temporary (unlighted) field will be situated on the land in the northern portion of our campus, bordered by Albany Avenue and adjacent to Saint Mary Home. A black chain link fence along three sides (north, south, and east) of the field is proposed, as well as sufficiently-high athletic netting along the Albany Avenue side to trap errant balls. Please see the attached campus layout for proposed building sites.

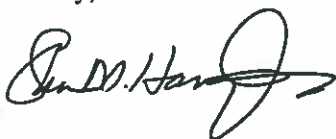
We hope to commence the work on both projects in late spring/early summer 2016. The Physician Assistant program is beginning the accreditation process that will allow it to welcome its first class in January 2017, and our student-athletes are looking forward to having a practice field available for play in fall 2016. The University has applied to the Town Plan and Zoning Commission for approvals to proceed. Public hearings on our proposal are scheduled for March 7, 2016.

As we begin our work with the Town of West Hartford, we want to keep our neighbors informed of our plans. For this reason, I am inviting you to an informal meeting on Thursday, February 18, from 7:00 to 8:00 p.m. in the Crystal Room in Mercy Hall on the USJ West Hartford campus at 1678 Asylum Avenue, to share with you the design for the renovations and the practice field, and to answer any questions you may have. We hope that you will be able to join us.

If you are unable to attend this meeting but would like more information about our plans, please contact my office. You may contact me by phone at 860 231-5220 or by email at sharrington@usj.edu.

The University of Saint Joseph is looking forward to continuing the strong relationship that we have enjoyed with the West Hartford community throughout our history, and to being able to provide new educational and athletic opportunities for our students. Thank you for your continued interest in, and support of, the University of Saint Joseph.

Sincerely,



Shawn M Harrington
Senior Vice President for Finance and Strategy





UNIVERSITY OF SAINT JOSEPH

CONNECTICUT

NEIGHBORHOOD MEETING ON CONSTRUCTION PLANS

Minutes

February 18, 2016

In attendance

University of Saint Joseph: William Carone, Grounds Manager; Rhona C. Free, President; Shawn Harrington Senior Vice President for Finance and Strategy.
Amenta/Emma: Robert Swain, Principal.

Meeting summary:

- a) An informational meeting was scheduled for neighbors who had questions about the proposed renovation and construction projects at the University of Saint Joseph.

The meeting was scheduled to begin at 7:00 p.m.

The meeting room had on display (via PowerPoint slide) a written description of the proposed temporary practice field along Albany Avenue, including information about the fencing and netting that would be installed while the field is in use. There also were renderings of a renovation project proposed for Lourdes Hall, which includes a one-story addition on the east side of the building to accommodate the University's new Physician Assistant program.

University staff and the architect were prepared to discuss the project, answer questions, and address any concerns from residents in the neighborhood.

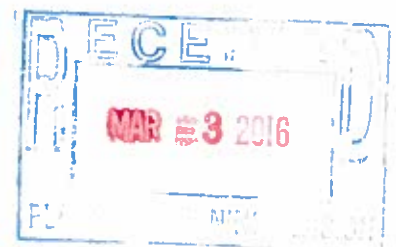
Neighbors who are considered "direct abutters" by the Town of West Hartford had been invited via an informational letter (see attached).

No neighbors attended the meeting.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Ruth Foxman
Recording Secretary



**TOWN PLAN AND ZONING
COMMISSION**

February 25, 2016

Bill Carone, Facilities Grounds Manager
1678 Asylum Avenue
West Hartford, CT 06117

**Subject: 1678 Asylum Avenue – University of Saint Joseph
Special Use Permit Application #1286 – Temporary Soccer Fields**

Dear Mr. Carone:

The Planning Division received the above-referenced application, submitted by the University of Saint Joseph on December 18, 2015. In my review, I evaluated the following submitted correspondence and plans: *Project Narrative*, no date, no author listed; *Response to Comments* dated 1/29/16; and plan set titled *Proposed Practice Soccer Field University of Saint Joseph 1678 Asylum Avenue, West Hartford Connecticut Special Use Permit Application*, prepared by Langan Engineering, (5 sheets) dated 12/18/15 for conformance with the current West Hartford Zoning Ordinances and have the following comments:

1. The detail of the proposed athletic netting should be included on the site details sheet and location shown on the site plan. Please note that the athletic net height shall be limited to a maximum of 15 feet.
2. Was any neighborhood / community outreach conducted? If so, please provide a summary report.

All of the above-listed comments should be addressed by way of a modified plan set and/or revised narrative submission no later than March 3, 2016.

If you have any questions on the above noted items please contact me at 860.561.7556.

Best Regards,


Todd Dumais
Town Planner

C: Subject File

File:u\tpz\SUP\supcomments\AsylumAvenue1678_SUP1286_UofSaintJoseph_TempSoccer_Feb16



TOWN OF WEST HARTFORD

TOWN OF WEST HARTFORD
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**TOWN PLAN AND ZONING
COMMISSION**

CERTIFIED MAIL

February 2, 2016

Bill Carone
Facilities, Ground Manager
University of Saint Joseph
1678 Asylum Avenue
West Hartford, CT 06117

SUBJECT: 1678 Asylum Avenue (University of Saint Joseph) – SUP #1286

Dear Mr. Carone:

At its regular meeting of Monday, February 2, 2016, the West Hartford Town Plan and Zoning Commission gave consideration to the following item:

1678 Asylum Avenue (University of Saint Joseph) – Application (SUP #1286) of the University of Saint Joseph (Bill Carone, Grounds Manager, Facilities Department) seeking a Special Use Permit to construct a temporary practice soccer field to be used exclusively by the University along Albany Avenue and adjacent to the Saint Mary Home. The field will be unlit and used between the hours of 8am and 8pm. A black vinyl chain link fence along three (3) sides (north, south, and east) of the field is proposed.


After opening the public hearing, the TPZ acted by **unanimous vote (5-0)** (Motion/Ahern; Second/O'Donnell) (*O'Donnell seated for Freeman*) (*Donelson for Maresca*) (*Gillette seated for Seder*) to immediately continue the public hearing to **Monday, March 7, 2016 at 7:15 P.M. in the Legislative Chamber, Room 314, West Hartford Town Hall, 50 South Main Street.**

You should plan to attend this meeting and be prepared to explain the proposal and answer the questions of the Commission and those of the general public.

Additionally, you are hereby advised that you are required to continually keep the sign posted on the subject premises giving notice of this public hearing. Signs must be posted in a visible location from the street and must be installed at least seven (7) days before the date of the public hearing. Signs and an affidavit are available at the Town Planner's Office.

If you have any questions, please feel free to contact the Planning Staff at 860.561.7555.

Sincerely,


Kevin Prestage
Chairman TPZ/IWWA

C: Ronald Van Winkle, Town Manager
Joseph O'Brien, Corporation Counsel
Essie Labrot, Town Clerk
Subject File

Mark McGovern, Director of Community Services
Duane Martin, Town Engineer
Todd Dumais, Town Planner

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TOWN OF WEST HARTFORD

TOWN OF WEST HARTFORD
50 SOUTH MAIN STREET
WEST HARTFORD, CONNECTICUT 06107-2485
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www.westhartford.org

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29 January 2016

Todd Dumas
Town Planner
Town of West Hartford
50 South Main Street
West Hartford, CT 06107

**RE: Response to Comments
Special Use Permit Application #1286
Practice Soccer Field
University of Saint Joseph
Langan Project No.: 140135201**

Dear Todd:

Below please find Langan's responses (in ***bold italics***) to the comments we received in the 26 January 2016 letter from you regarding Special Use Permit Application #1286 for the proposed practice soccer field at the University of Saint Joseph.

1. The project narrative should more fully explain the following:

The project narrative has been revised, see attached. Responses to the individual questions are also provided below.

- a. Is the request for temporary soccer field use limited to two years?

Yes, the use of the field is limited to two years.

- b. Is the use of the field restricted to soccer practice only?

The field will be used by the soccer, lacrosse and field hockey teams for practice.

- c. After the temporary use of the field, to what condition will it be restored? (i.e. will any of the improvements be removed or eliminated?)

The field will be returned to natural space and fencing and other site furnishings will be removed.

- d. How and from where will the field be accessed?

The field will be accessed from an already paved path leading to our softball field behind the O'Connell Athletic Center

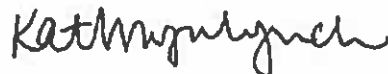
- e. Were any additional fencing/netting options examined to ensure balls are not kicked off the field and into Albany Avenue?

In addition to the fencing, we would propose athletic netting (see attached) up to 15 to 20 feet along Albany Ave, if permissible with zoning.

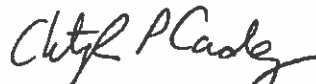
2. Was any neighborhood/community outreach conducted? If so, please provide a summary report.

The University is in the process of organizing a neighborhood meeting to discuss the proposal.

Sincerely,
Langan CT, Inc.



Kathryn Lynch, PE, LEED AP
Project Engineer



Christopher Cardany, PE, LEED AP
Principal/Vice President

CPC/keI

Enclosures: Project Narrative, Athletic Netting Information

cc: William Carone & Kevin Cochran – USJ

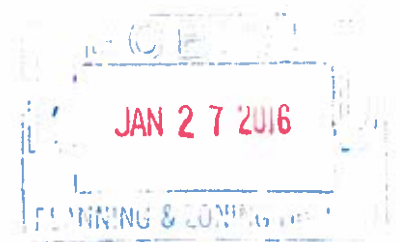
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MEMORANDUM

TO: Todd Dumais, Town Planner
FROM: *DJM* Duane J. Martin, P.E., Town Engineer
RE: 1678 Asylum Avenue – University of St. Joseph
DATE: January 27, 2016

The Engineering Division reviewed the Special Use Permit for the University of St. Joseph proposed installation of a temporary practice soccer field and has no comments. The application is acceptable.



DEPARTMENT OF
COMMUNITY SERVICES

January 26, 2016

Bill Carone, Facilities Grounds Manager
1678 Asylum Avenue
West Hartford, CT 06117

**Subject: 1678 Asylum Avenue – University of Saint Joseph
Special Use Permit Application #1286**

Dear Mr. Carone:

The Planning Division received the above-referenced application, submitted by the University of Saint Joseph on December 18, 2015. In my review, I evaluated the following submitted correspondence and plans: *Project Narrative*, no date, no author listed; and plan set titled *Proposed Practice Soccer Field University of Saint Joseph 1678 Asylum Avenue, West Hartford Connecticut Special Use Permit Application*, prepared by Langan Engineering, (5 sheets) dated 12/18/15 for conformance with the current West Hartford Zoning Ordinances and have the following comments:

1. The project narrative should more fully explain the following:
 - a. Is the request for temporary soccer field use limited to two years?
 - b. Is the use of the field restricted to soccer practice only?
 - c. After the temporary use of the field, to what condition will it be restored? (i.e., will any of the improvements be removed or eliminated?)
 - d. How and from where will the field be accessed?
 - e. Were any additional fencing /netting options examined to ensure balls are not kicked off the field and into Albany Avenue?
2. Was any neighborhood / community outreach conducted? If so, please provide a summary report.

All of the above-listed comments should be addressed by way of a modified plan set and/or revised narrative submission no later than January 29, 2016.

If you have any questions on the above noted items please contact me at 860.561.7556.

Best Regards,


Todd Dumais
Town Planner

C: Subject File



File:u:\tpz\SUP\supcomments\AsylumAvenue1678_SUP1286_UofSaintJoseph_TempSoccer_Jan16
TOWN OF WEST HARTFORD
50 SOUTH MAIN STREET
WEST HARTFORD, CONNECTICUT 06107-2485
(860) 561-7555 FAX: (860) 561-7504
<http://www.westhartford.org>

An Equal Opportunity/Affirmative Action Employer

STEELE ROAD, LLC

January 18, 2016

Todd Dumais, Town Planner
Department of Community Services
Town of West Hartford
50 South Main Street
West Hartford, CT 06107-2485

Re: 1678 Asylum Avenue (University of Saint Joseph)

Dear Mr. Dumais:

We are building a 150 unit upscale multifamily housing complex adjacent to the University of Saint Joseph. Kindly be advised that the undersigned enthusiastically supports Application (SUP #1286) of the University of Saint Joseph (Bill Carone, Grounds Manager, Facilities Department) seeking a Special Use Permit to construct a practice soccer field.

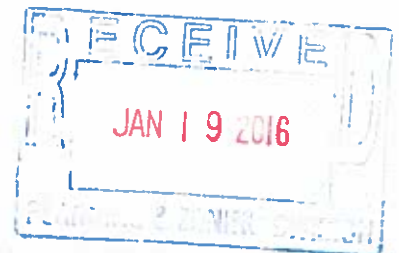
I can be reached at 860.674.5641 if you have any questions or require anything further.

Very truly yours,

STEELE ROAD, LLC
By: Farm Glen Management, LLC

By: 

Geoffrey W. Sager, Manager



6 Executive Drive, Suite 100 ♦ Farmington, CT 06032-2853
860-674-5641 ♦ 860-677-6919 Fax ♦ GSager@metro-realty.com
AFFIRMATIVE ACTION / EQUAL OPPORTUNITY EMPLOYER

**TOWN PLAN AND ZONING
COMMISSION**

CERTIFIED MAIL

January 12, 2016

Bill Carone
Facilities, Ground Manager
University of Saint Joseph
1678 Asylum Avenue
West Hartford, CT 06117

SUBJECT: 1678 Asylum Avenue (University of Saint Joseph) – SUP #1286

Dear Mr. Carone:

At its regular meeting of Monday, January 4, 2016, the West Hartford Town Plan and Zoning Commission gave consideration to the following item:

1678 Asylum Avenue (University of Saint Joseph) – Application (SUP #1286) of the University of Saint Joseph (Bill Carone, Grounds Manager, Facilities Department) seeking a Special Use Permit to construct a temporary practice soccer field to be used exclusively by the University along Albany Avenue and adjacent to the Saint Mary Home. The field will be unlit and used between the hours of 8am and 8pm. A black vinyl chain link fence along three (3) sides (north, south, and east) of the field is proposed.

After a brief review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (4 -0)** (Motion/Ahern; Second/Gillette) (Gillette seated for Freeman) (Donelson for Seder) (Maresca recused herself) to schedule this matter for public hearing on **Monday, February 1, 2016 at 7:15 P.M. in the Legislative Chamber, Room 314, West Hartford Town Hall, 50 South Main Street.**

You should plan to attend this meeting and be prepared to explain your proposal and also be ready to answer the questions of the Commission and those of the general public.

Additionally, you are hereby advised that you are required to post a sign on the subject premises giving notice of the public hearing. Signs must be posted in a visible location from the street and must be installed at least seven (7) days before the date of the public hearing. Signs and an affidavit are available at the Town Planner's Office.

If you have any questions, please feel free to contact the Planning Staff at 860.561.7555.

Sincerely,



Kevin Prestage
Chairman TPZ/IWWA

C: Ronald Van Winkle, Town Manager
Joseph O'Brien, Corporation Counsel
Essie Labrot, Town Clerk
Subject File

Mark McGovern, Director of Community Services
Duane Martin, Town Engineer
Todd Dumais, Town Planner



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